

**Child Counsel Appointment Policies and Procedures\***  
**By Maryland County**

| <b>County and contact name/number</b>  | <b>Standard orders to appoint BIA's?</b> | <b>List of qualified attorneys?</b>  | <b>Reduced fees required?</b>   | <b>“Cap” on fees for BIA?</b>  | <b>Who reviews fee petitions?</b>                          |
|--|--|--|---|--|--|
| <b>Allegany County</b><br>Lynn Pecoraro, Family Service Coordinator,<br>301-777-2101   | Yes, attached.                           | Call or write to the court, and provide proof of training to be placed on roster.  | If indigent parties, \$100/hour paid by court. If not indigent, max \$275/hour. | No Cap.  | Reviewed by Family Services coordinator, then trial judge. |
| <b>Anne Arundel County</b><br>Judge Laura Kiessling (410) 222-1290; Erin McCarthy (410) 222-1153, ext. 6, Family Case Administrator              | Yes, attached.                           | You must apply to be on the list. One attorney appointed as the BIA, but may have others work on case if under BIA's direct supervision.   | No mandate. \$250/hr. is normal.  | No cap. Most run \$5k to \$8k. Largest fee case was about \$30k.                     | No petitions. BIA paid directly by parties.                |
| <b>Baltimore City</b><br>Judge Yvette Bryant (410) 396-5102/5103; Sue German (410) 396-3648, Case Administrator; Tara Miles (443) 451-4070, MVLS | Yes, attached.                           | Pro bono cases referred to MVLS for appointment of state-trained BIA. Otherwise, Masters appoint BIAs based on their own preference.   | Case by case.   | Case by case.  | Case by case.  |
| <b>Baltimore County</b><br>Richard Abbott (410) 887-6578, Family Law Administrator   | Yes, attached.                           | Yes, attached at Tab 3. Judges Ballou-Watts and Martin appoint all BIAs after having submitted resume, completed training, agreed to accept case pro bono, and have malpractice insurance. Approx. 1/2 BIA requests denied as unnecessary. | \$200/hr. is paid privately, \$100/hr. if paid by Court                         | If BIA's fees paid by court for indigent parents, cap is \$1,500. Otherwise, no cap. |  |

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| <b>Calvert County</b><br>Rose Naughton (410) 535-1600, ex. 2516,<br>Family Services Coordinator  | Yes, attached.                           | Yes, attached (informal list) at Tab 4.   | \$175.00                             | Litigants can apply to have portion of fees paid through Court up to \$500.<br>Otherwise no cap. | Admin judge, who may reduce hours in order to reduce fee. |
| <b>Caroline County</b><br>John Cambardella,<br>Family Support Services Coordinator, 190 Market Street, Denton, MD 21629 (410) 479-2303 | Yes, attached.                           | Send proof of training and brief resume showing family law experience to John Cambardella.  | Based on attorneys' recommendations. | No cap.  | Family services   |
| <b>Carroll County</b><br>Powel Welliver, Family Law Administrator, 410-386-2401  | Yes, attached.                           | Send proof of training and brief resume showing family law experience to Powel Welliver   | Case by case                         | No cap.  | Judge   |
| <b>Cecil County</b><br>Nolanda Kirby, Family Support Coordinator, 410-996-1157   |  |   |                                      |  |   |
| <b>Charles County</b><br>Jennifer Murphy,<br>Family Support Services Director, 301-932-3426  | Yes, attached.                           | Send proof of training and brief resume showing family law experience to Jennifer Murphy, application then reviewed by administrative judge | \$150/hour                           | No cap.  | Judge   |

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| <b>Dorchester County</b><br>Jessica Milligan, Family Support Services Coordinator, (410) 228-1395                            | Yes, attached.   | Send a cover letter with proof of training and resume to Jessica Milligan.   | \$100/hr. If additional fees are required, submit petition.                  | \$1000 cap.  | Judge and Master.  |
| <b>Frederick County</b><br>Lynn MacPherson, Family Services Coordinator, (301) 600-2023                                      | Yes, attached, Masters recommend, Admin Judge appoints | Send a cover letter with proof of training and resume to Lynn MacPherson. Two hour refresher course required, every other year.                      | No requirement, but BIA's are urged to be flexible in the case of indigence. | If court pays BIA after granting motion for fee waiver, cap is \$3000. If privately paid, initial retainer of \$1500 per party paid directly to BIA. | Admin judge reviews, unless case is specifically assigned. |
| <b>Garrett County</b><br>Judge James L. Sherbin, 301-334-1934<br>Randy Whitaker, Family Services Coordinator, (301) 334-7602 | Yes, attached.   | Send letter, resume and proof of training to Judge Sherbin.  | Regular rates  | Usually capped at \$1500.  | Judge  |
| <b>Harford County</b><br>Kim Blackburn, Judicial Secretary, (410) 638-3462   | Yes, attached.   | Send letter, resume and proof of training to Kim Blackburn   | Case by case   | No cap.  | Family services and Judge makes final decision             |
| <b>Howard County</b><br>Lisa Mohink, Deputy Court Administrator, (410) 313-2293  | Yes, attached.   | Send letter with proof of training to Judge Gelfman, who will then forward to Mohink   | 10 hours @ \$200/hr., then may increase to regular rate                      | No.  | Trial judge  |
| <b>Kent County</b><br>Rebecca Kelly Taylor, Esq., Family Services Coordinator, (410) 810-1059                                | Yes, attached.   | Send a letter, resume and/or CV, with certificate of training to Family Services Division. Family Services will maintain list of eligible attorneys. | Generally \$125-150/hr.; reduced fee cases \$80/hr. Retainer also included.  | No cap.  | Family Services and Judge makes final decision.            |

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| <b>Montgomery County</b><br>Designated Family Division Master, Family Department, Judicial Center, 50 Maryland Avenue, Rockville, Maryland 20850, Room 107 (240) 777-9426 | Yes, Attached.                           | Send proof of training, resume, and proof of insurance to the designated Family Division Master. Information will then be forwarded to the BIA Review Committee. Specific policies and procedures are attached. | \$250/hr. subject to change by Court Order for good cause, or agreement of the parties AND the Child Counsel | Up to \$100/hr. paid by Court, up to maximum of \$2000 for BIA or CAA. Maximum of \$500 for CPA.                       | Uncontested: Review Committee Master will review. Contested: Review Committee Judge will preside over hearings contested fee petitions. |
| <b>Prince George’s County</b> Indra Caudle, Executive Director of Family Division, (301) 952-4095   | Yes, Attached.                           | Send resume and proof of training to Indra Caudle   | Fee scale rather than rate   | If settles before Court appearance, \$1000. Before trial but after settlement conference, \$2000. After trial, \$3000. | Currently Judge Northrop, but rotates through judges.   |
| <b>Queen Anne’s County</b> Marina Fevola, Family Services Coordinator, (410) 758-1773, ext. 128   | Master does orders                       | Attorney should contact Marina Fevola expressing interest and provide proof of training. Ms. Fevola will inform bench of eligible attorneys.  | Case by case   | Case by case   | Master and Judge  |
| <b>St. Mary’s County</b> Linda Grove, Family Support Services Coordinator, (301) 475-7844, ext. 4110  | Yes, attached                            | Send proof of training letter of interest to Linda Grove.   | Case by case   | No cap.  | Master and/or Judge   |
| <b>Somerset County</b> Karen Brimer, Family Support Services Coordinator, (410) 621-7582  | Yes, attached.                           | Attorney should send a cover letter, proof of certification and resume to Karen Brimer.   | \$100/hr. up to \$1000, attorney must request additional if going over                                       | \$1000   | Family Services   |

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| <b>Talbot County</b><br>Barbara Mitchell,<br>Family Support Services<br>Coordinator, (410) 770-6806 | Yes, attached.                           | Attorney must send a cover letter with proof of training and a resume to Barbara Mitchell.  | Yes, \$150/hr.                | Provision in order that bill may not be more than \$1000; rarely used, usually parties are required to pay into a retainer. | Family Services Coordinator reviews and presents to judge for final decision. |
| <b>Washington County</b><br>Patricia Witmer, Family<br>Services Coordinator,<br>241-313-2580        |  |   |                               |   |   |
| <b>Wicomico County</b><br>Shelly Fitzgerald,<br>Family Services<br>Coordinator, (410) 548-7107      | Yes, Attached                            | Attorney should send a cover letter, proof of certification and resume showing family law experience to Shelly Fitzgerald.  | \$100/hr. up to \$1000.       | \$1000  | Family Services and Judge   |
| <b>Worcester County</b><br>Anne Turner, Family<br>Services Coordinator<br>(410) 632-5638            | Yes, Attached.                           | Attorney should send a cover letter and proof of certification to the Administrative Judge, Hon. Thomas C. Groton, One W. Market Street, Snow Hill, MD 21863. This will then be forwarded to Anne Turner. | \$100/hr., max of ten hours.  | \$1000, if additional time/fees needed, attorney must petition.   |   |

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